



# Shilpa Verma

## Inside Sales Associate

My goal is to become associated with the company where i can utilize my skills and gain further experience while enhancing the company's productivity and reputation.



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Ghaziabad, India

## SKILLS

Lead Qualification

Relationship Building

Salesforce CRM

Cold Calling Expertise

Upselling and Cross-Selling

Revenue Growth

## LANGUAGES

English

Full Professional Proficiency

Hindi

Native or Bilingual Proficiency

## INTERESTS

Reading

Travelling

Public speaking

## WORK EXPERIENCE

### Business Development Associate

#### ApnaTime Tech Private Limited

09/2022 - 08/2024

Remote

##### Achievements/Tasks

- Responded to customer inquiries quickly and professionally to maintain customer satisfaction.
- Negotiated prices, terms of sale and service agreement to close transactions.
- Generated sales through outbound calling and lead follow-up efforts using scripts and other phone techniques.
- Contacted new and existing customers to discuss product and service solutions.

### Business Development Executive

#### CARS24

03/2021 - 07/2022

Delhi - (Hybrid)

##### Achievements/Tasks

- Completed documents and work requests according to company standards.
- Filed accurate weekly, monthly, quarterly regulatory paperwork and maintained organization to support smooth audit processes.
- Uploaded documents to control sites, tracked transmittals and coordinated revisions.

### Inside Sales Associate

#### Dhunguru Music Pvt. Ltd. (Edtech)

11/2019 - 02/2021

Gurugram-(Remote)

##### Achievements/Tasks

- Call to the customer for the Demonstration.
- Arrange the demonstration meeting with teachers and customer to their suitable time.
- Close the deal in demonstration meeting.

## PERSONAL PROJECTS

Chandigarh Tourism (2017 - 2019)

## EDUCATION

### BSC IT

#### Himalyan Institute of Technology

2013 - 2016

Dehradun

### MSC IT

#### Himalyan Institute of Technology

2017 - 2019

Dehradun